

# **MORGANTOWN PLANNING COMMISSION**

## **MINUTES**

**6:30 PM**

**September 10, 2015**

**Council Chambers**

**COMMISSIONERS PRESENT:** Sam Loretta, Bill Kawecki, Tim Stranko, William Blosser, and Ken Martis

**COMMISSIONERS ABSENT:** Peter DeMasters, Carol Pyles, Bill Petros, Michael Shuman

**STAFF PRESENT:** Christopher Fletcher, AICP

Stranko moved to elect Loretta to serve as temporary president in accordance with Article II, Section 4 of the Commission's Bylaws; seconded by Martis. Motion carried unanimously.

**I. CALL TO ORDER/ROLL CALL:** Loretta called the meeting to order at 6:30 PM and read the standard explanation of the how the Planning Commission conducts business and rules for public comments.

**II. GENERAL PUBLIC COMMENTS:** None

**III. MATTERS OF BUSINESS:**

**A.** Approval of the June 11, 2015 meeting minutes: Stranko moved to approve as presented; seconded by Martis. Motion carried unanimously.

**B.** Approval of the June 22, 2015 special meeting minutes: Stranko moved to approve as presented; seconded by Martis. Motion carried unanimously.

**IV. UNFINISHED BUSINESS:** None.

**V. NEW BUSINESS:**

**A. RZ15-09 / Suburban Lanes, LLC / 3166 Collins Ferry Road:** Request by Lisa Mardis of Project Management Services, on behalf of Suburban Lanes, LLC, for a Zoning Map Amendment to reclassify property from R-1, Single-Family Residential District to B-2, Service Business District; Tax Map 55, Parcel 40. POSTPONED

Fletcher stated Case No. RZ15-09 is postponed at the request of the petitioner and no further action is required.

- B. MNS15-12 / Grant Avenue, LLC / 400 Block of Grant Avenue:** Request by Lisa Mardis of Project Management Services, on behalf of Grant Avenue, LLC, for minor subdivision approval of property located on Grant Avenue; Parcels 90, 91, 92, 93, 94, and 95 of Tax Map 19 and Parcels 211 and 212 of Tax Map 15; R-3, Multi-Family Residential District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Martis moved to approve Case No. MNS15-12 as requested with Staff recommended conditions; seconded by Stranko. Motion carried unanimously.

*NOTE: The following conditions were included in the motion:*

- 1. That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
- 2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- C. MNS15-13 / White / 1431 Mayfield Avenue:** Request by Kathy White for minor subdivision approval of property located at 1431 Mayfield Avenue; Tax Map 31, Parcels 74 and 77; R-1A, Single-Family Residential District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to approve Case No. MNS15-13 as requested with Staff recommended conditions; seconded by Martis. Motion carried unanimously.

*NOTE: The following conditions were included in the motion:*

- 1. That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
- 2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- D. **MNS15-14 / Siegwarth / 345 East Brockway Avenue:** Request by Stephen Siegwarth for minor subdivision approval of property located at 345 East Brockway Avenue; Tax Map 35, Part of Parcels 14 and 15; B-2, Service Business District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to approve Case No. MNS15-14 as requested with Staff recommended conditions; seconded by Martis. Motion carried unanimously.

Mardis referred to the Staff Report and asked for further explanation on area that is owned by WVDOH. Fletcher explained the area was acquired by the WVDOH as part of the right-of-way.

*NOTE: The following conditions were included in the motion:*

1. *That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
2. *That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- E. **MNS15-15 / Phillips / 1041 Curtis Avenue:** Request by David Phillips for minor subdivision approval of property located at 1041 Curtis Avenue; Tax Map 41, Parcels 365 and 366; R-1A, Single-Family Residential District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to approve Case No. MNS15-15 as requested with Staff recommended conditions; seconded by Martis. Motion carried unanimously.

*NOTE: The following conditions were included in the motion:*

1. *That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
2. *That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- F. MNS15-16 / Stottlemeyer / Eugeniva Avenue:** Request by Crystal Stottlemeyer and Tony Santos for minor subdivision approval of property located on Eugeniva Avenue; Tax Map 44, Parcels 150 and 151; R-1A, Single-Family Residential District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to approve Case No. MNS15-16 as requested with Staff recommended conditions; seconded by Martis. Motion carried unanimously.

*NOTE: The following conditions were included in the motion:*

- 1. That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
- 2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- G. MNS15-17 / Pollard / 1004 Grand Street:** Request by Cecil Pollard for minor subdivision approval of property located at 1004 Grand Street; Tax Map 41, Parcels 87 and 88.1; R-1A, Single-Family Residential District.

Fletcher presented the Staff Report. Fletcher noted the applicant requested Staff to represent the petition.

There being no comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to approve Case No. MNS15-17 as requested with Staff recommended conditions; seconded by Martis. Motion carried unanimously.

*NOTE: The following conditions were included in the motion:*

- 1. That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,*
- 2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.*

- H. **RZ15-07 / Airport Access Road Annexation by City of Morgantown:** Administratively requested Zoning Map Amendment to establish the zoning classification of I-1, Industrial District for Parcels 1.2, 1.3, 3. 4.5, 4.6, and 52 of Tax Map 22 in Union District; Parcels 78.16, 78.17, 78.18, and 101.6 of Tax Map 20 in Union District; and, Parcels 4.1, 6.1, and 7.4 of Tax Map 7 in Morgan District. Said parcels are included in a petition for annexation by the City of Morgantown.

Fletcher presented the Staff Report.

Martis referred to the Staff Report and asked if area on each side of road would be annexed. Fletcher confirmed and explained the reason for the odd shape in property is because more property was acquired to one side of the road due to steep slopes.

There being no further comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko moved to forward a recommendation to City Council to amend the Official Zoning District Map by classifying the property annexed into the City of Morgantown by Ordinance 2015-48 as I-1, Industrial District; seconded by Martis. Motion carried unanimously.

- I. **RZ15-08 / Annexation by WWYD, LLC:** Administratively requested Zoning Map Amendment to establish the zoning classification of B-5, Shopping Center District for that portion of Parcel 4.6 of Tax Map 6 in Clinton District included in a petition for annexation by WWYD, LLC.

Fletcher presented the Staff Report.

There being no further comments or questions by the Commission, Loretta asked if anyone was present to speak in favor of or in opposition to the petition. There being none, Loretta declared the public hearing closed and asked for Staff recommendations.

Fletcher read the Staff recommendations.

Stranko made a motion to forward a recommendation to City Council to amend the Official Zoning District Map by classifying the property annexed into the City of Morgantown by Ordinance 2015-60 as B-5, Service Business District; seconded by Martis. Motion carried unanimously.

## **VI. OTHER BUSINESS:**

### **A. Committee Reports**

- Traffic Commission: No report.
- Green Team: No report.

### **B. Staff Comments: None.**

**VII. FOR THE GOOD OF THE COMMISSION:**

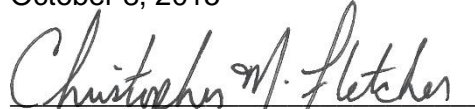
- Kawecki referred to the property at 345 E. Brockway Avenue that has a large banner advertising for a “Pizza Hut” and asked if the banner conforms to the rules and regulations in the current Planning and Zoning Code. Fletcher stated Staff will look into the situation and the property owner will be asked to remove the banner if the sign is not within the guidelines of the Planning and Zoning Code.
- Martis asked if inflatable signage is permitted on the top of a roof in the downtown district, specifically a business on Chestnut Street. Fletcher explained inflatable items are not permitted and Staff will contact property owner to remove said item.

**VIII. ADJOURNMENT: 7:10 PM**

MINUTES APPROVED:

October 8, 2015

COMMISSION SECRETARY:

  
Christopher M. Fletcher, AICP